

Custodial, Labor and Trades Branch
Labor and Trades Supervision Group
Sewer Series

E.P.W.U. CONSTRUCTION SUPERVISOR II - SEWER

02/86

Under general supervision, supervises several crews engaged in the construction, maintenance and repair of sewer lines and services; performs related work as required.

EXAMPLES OF DUTIES:

Supervises the construction of sewer lines in accordance with plans and instructions; supervises the appropriate set-up of batter boards to lay pipe at specified grades and alignment; supervises the installation of timber shorings; supervises the installation of well-points and the setting up of dewatering systems; supervises the installation of polyethylene liner pipe; supervises the maintenance and repair of sewer lines and their appurtenances; supervises the installation of new services; assures the proper installation, repair and maintenance of customer service lines; supervises the construction and repair of manholes; inspects the repaired sidewalks and curbs after the installation of new services; estimates work force and materials needed; plans, schedules and coordinates work assignments according to availability of resources and job urgency; coordinates work with other utilities as required; directs and supervises the work of emergency crews.

Requisitions materials and supplies as required; prepares work schedules; plans, assigns, reviews and evaluates the work of assigned personnel; trains and develops subordinate personnel; enforces personnel rules and regulations standards of conduct and work attendance; assures compliance with safe working practices and procedures; keeps records and prepares reports; interviews new employees and makes recommendations.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from high school or GED and six years of progressively responsible experience in sewer line construction, maintenance and repair work, including two years as a Labor Lead Worker II - Sewer or Construction Supervisor I - Sewer; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of the organization, methods, practices and procedures of sewer line construction and maintenance; considerable knowledge of the materials, tools and equipment used in the construction and maintenance and repair of sewer lines; considerable knowledge of safe working practices and procedures.

Ability to plan, schedule, assign, coordinate and supervise several sewer line construction, maintenance and repair crews; ability to make estimates of time and materials; ability to follow oral and written instructions; ability to express oneself clearly and concisely; ability to make sound decisions; ability to establish and maintain effective working relationships with fellow employees and the public; ability to train assigned personnel; ability to evaluate the work of assigned personnel; ability to enforce personnel rules and regulations, standards of conduct and work attendance; ability to enforce safe working practices and procedures; ability to maintain records and prepare reports.

Skill in the operation of a motor vehicle.

Physical Requirements: Operation of a motor vehicle through city traffic; mobility within a field environment; exposure to all weather conditions; subject to call during off working hours; lift and carry heavy objects (50 - 100 pounds).

Licenses and Certificates: Texas Class "C" driver's license; "C" Sewer Certificate of Competency must be obtained after appointment in compliance with Article 4477-1, Section 20(a) of the Vernon's Texas Civil Statutes.

Director of Personnel

Department Head